

<b>Ames Laboratory</b>		<b>Plan</b>	46300.008
<b>Office</b>	Facilities Services Group	<b>Revision</b>	0
<b>Title</b>	Ames Laboratory Land Use Plan	<b>Effective Date</b>	5/1/08
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## Land Use Plan

The Land Use Plan documents the issues and management processes related to real estate and land use.

Comments and questions regarding this plan should be directed to the contact person listed below:

Name: Mark Grootveld  
 Manager, Facilities Services Group  
 Address Rm 158C Metals Development Building  
 Phone: (515) 294-7895

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### Sign-off Record:

<b>Approved by:</b>	_____	Date: _____
	Program/Department	
<b>Reviewed by:</b>	_____	Date: _____
	Environment, Safety, Health & Assurance	
<b>Approved by:</b>	_____	Date: _____
	Division Director	
<b>Approved by:</b>	_____	Date: _____
	Laboratory Director	

*Note: Original sign-off Record with signatures is on file with ESH&A.*

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## 1.0 Revision/Review Log

This document will be reviewed once every three years as a minimum.

<u>Revision Number</u>	<u>Effective Date</u>	<u>Contact Person</u>	<u>Pages Affected</u>	<u>Description of Revision</u>
0	5/1/08	Mark Grootveld	All	Initial Submission of Stand-alone Plan, Previously in TYSP

## 2.0 Purpose and Scope

The purpose of this plan is to document how Ames Laboratory will manage the use of land on the contractor's campus in accordance with DOE Policy P 430.1 which states in part,

*It is Department of Energy policy to manage all of its land and facilities as valuable national resources. Our stewardship will be based on the principles of ecosystem management and sustainable development. We will integrate mission, economic, ecologic, social, and cultural factors in a comprehensive plan for each site that will guide land and facility use decisions. Each comprehensive plan for each site will consider the site's larger regional context and be developed with stakeholder participation. This policy will result in land and facility uses which support the Department's critical missions, stimulate the economy, and protect the environment.*

Further guidance is provided in DOE Order O 430.1B, Real Property Asset Management.

Stakeholders in this process include DOE, Iowa State University (ISU), and Ames Laboratory management and facility planning personnel.

## 3.0 Responsibility

Primary responsibility for the plan rests with the Manager of the Facilities Services Group. Key participants in the management process include the Chief Operations Officer, Laboratory Management, and ISU Facilities Planning and Management planners.

## 4.0 Prerequisite Actions and Requirements

Additional information on the management of both real property assets and real estate is contained in Plan 46300.002, Real Property Asset Management Plan.

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## **Definitions:**

**Certified Realty Specialist (CRS):** A DOE employee who is certified in one or more of the four specialty realty areas: acquisition, non-General Services Administration leasing, General Services Administration leasing, and land management and disposal. Employees so certified are authorized to prepare and implement real estate actions within certified specialty areas. Detailed guidance and procedures for becoming a CRS are found in the DOE Real Estate Process Desk Guide for Real Estate Personnel.

**Disposal:** Permanent or temporary transfer of DOE control and custody of real property assets to a third party who thereby acquires rights to control, use, or relinquish the property.

**Disposition:** Those activities that follow completion of program missions, including, but not limited to, preparation for reuse, surveillance, maintenance, deactivation, decommissioning, and long-term stewardship.

**Facility:** Land, buildings, and other structures, their functional systems and equipment, and other fixed systems and equipment installed therein, including site development features outside the plant, such as landscaping, roads, walks, parking areas, outside lighting and communication systems, central utility plants, utilities supply and distribution systems, and other physical plant features. These include any of the DOE-owned, -leased, or -controlled facilities, and they may or may not be furnished to a contractor under a contract with DOE.

**Land-Use Planning:** A formal, integrated planning process that is used to identify an appropriate mix of land uses at each site and guidelines for development. [See DOE P 430.1 , Land and Facility Use Planning, dated 7-9-96 (reference o).]

**Real Estate Actions:** Documents and activities related to acquisition, management, and disposal of real property interests (e.g., easements, leases, fee title, public domain withdrawals, and mineral rights). This includes, but is not limited to, land-use permits; land surveying; appraisals; market surveys; acquisitions; in-granting; out-granting; management directives; utilization surveys; encroachment; disposal of any real estate interests; disposal of Departmental improvements without the underlying land; and establishment of use restrictions, easements, and similar institutional controls.

**Real Property Assets:** Any interest in land, together with the improvements, facilities, structures, and fixtures located thereon, including prefabricated movable structures and appurtenances thereto, under the control of DOE. All real property owned by or leased to the Government or acquired by the Government under the terms of the contract. It includes both government-furnished property and contractor-acquired property as defined in Federal Acquisition Regulation 45.101. DOE-owned, -used and - controlled land, land improvements, structures, utilities, installed equipment, and components are

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included. Real property and real estate means land and rights in land, ground improvements, utility distribution systems, and buildings and other structures. Real Property Assets are defined by the Federal Property Management Regulations § 101- 47.103-12, Real Property.

Site: A geographic area owned or leased by or for the account of the Federal Government for the performance of DOE program activities. The term includes any extant buildings, infrastructure and other improvements.

Ten-Year Site Plan (TYSP): A planning document that identifies the site's annual and strategic program requirements and priorities, and links these to real property asset requirements. Real property asset requirements must be consistent with program missions, budgets, and planning estimates. Planning employs costing efficiencies, eliminates excess buildings, consolidates operations where practicable, and addresses mission-critical requirements through an appropriate mix of recapitalization, new construction, and disposal of excess facilities.

Transfer of Facilities: Transferring programmatic and financial responsibility of land and/or facilities from one program office to another.

### **Acronyms**

CRS	Certified Realty Specialist
DOE	Department of Energy
FIMS	Facilities Information Management System
ISU	Iowa State University
NEPA	National Environmental Policy Act
TYSP	Ten-Year Site Plan

## **5.0 Introduction Statement**

Prior documentation specifically related to land use was the Site Development Plan, 1996. There were no subsequent calls for updating the Site Development Plan. Starting in 2006, the Office of Science guidance provided the option of incorporating the Land Use Plan into the Ten Year Site Plan (TYSP). Applying a tailored approach to the local site conditions, the land use plan was incorporated as a section of the Ten Year Site Plan. Starting in 2008 site planning previously documented in the TYSP was contained in a section in the Annual Laboratory Plan necessitating a stand alone Land Use Plan.

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## 6.0 Land Use Planning

The Laboratory supports the Department of Energy policy to manage all of its land and facilities as valuable national resources and takes this stewardship seriously. **There is no federally-owned real estate at the Ames Laboratory.** The land on which the Government-owned buildings are built is under long-term lease to the Federal Government from Iowa State University and is located wholly on the campus of the University (See Section 7). There is no undeveloped area within the lease line or adjacent to the leases (See Section 7). The area is developed with buildings, sidewalks, drives, parking, railroad right-of-way, and landscaping. The lease line has been adjusted over the years to accommodate the facility needs of the Laboratory, and the University is willing to adjust the lease as needed to accommodate new Laboratory facilities in the future. According to the Master Plan for the University, the area of campus near the Ames Laboratory is being reserved for major research facilities. Iowa State University Campus Master Plan documents are available online at <http://www.fpm.iastate.edu/planning/masterplan/>. Because of this unique partnership, the Laboratory and the University work together regarding site development issues around the lease area of the Laboratory. The Laboratory's interests in the University's overall site-planning considerations are represented by the interactions of Laboratory officers and senior staff members with the major University committees and bodies that are responsible for campus planning, physical facilities, long-range development, and space utilization. Also, the Ames Laboratory Chief Operations Officer, the Facilities Services Group (FSG) Manager and other FSG engineers meet with campus planning personnel from ISU's Facilities Planning and Management (FP&M) on a periodic basis. These meetings are used to discuss the status of the Campus Master Plan, facility and utility developments on campus, and provide for the real estate needs of the Laboratory. Laboratory executive management is briefed on significant developments by the Chief Operations Officer who is a member of the Executive Council.

As there are no Federal real estate holdings at Ames Laboratory, there is no need for a process for transfer or disposition. In the unlikely event that there is a need to acquire federally-owned real estate, specific processes and procedures will be developed for the action utilizing a Certified Realty Specialist and submitted to the Ames Site Office for review and approval. Any changes in the lease lines will be submitted to the Ames Site Office for review and approval. Land lease documents are maintained and filed by the Laboratory Associate Director, Office of Sponsored Research Administration. All lease information is entered in the Facility Information Management System.

Discussions have been initiated with ISU personnel regarding the land use needs associated with a Line Item project to replace the Metals Development Building. The project is proposed as part of the SLI Infrastructure Modernization Initiative. The preliminary plans propose that the new building will be built on land adjacent to current Ames Laboratory facilities. Once the new building is

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occupied, the existing Metals Development Building will be demolished. Lease lines will be adjusted as necessary to accomplish this.

Responsible stewardship also addresses other land and facility use issues. There is no historic preservation or cultural asset issues at the site. National Environmental Policy Act (NEPA) evaluations are submitted and approval received on all capital improvement projects at the Laboratory prior to construction. Landscaping and grounds maintenance is the responsibility of the University not the Laboratory. Plantings are selected and ground maintenance is accomplished without using irrigation other than for establishing new plantings. Assets will be managed to serve the ongoing research mission of the Laboratory into the foreseeable future. No reuse of the site for other purposes is projected.

## 7.0 Additional Information – Inventory and Maps of Buildings

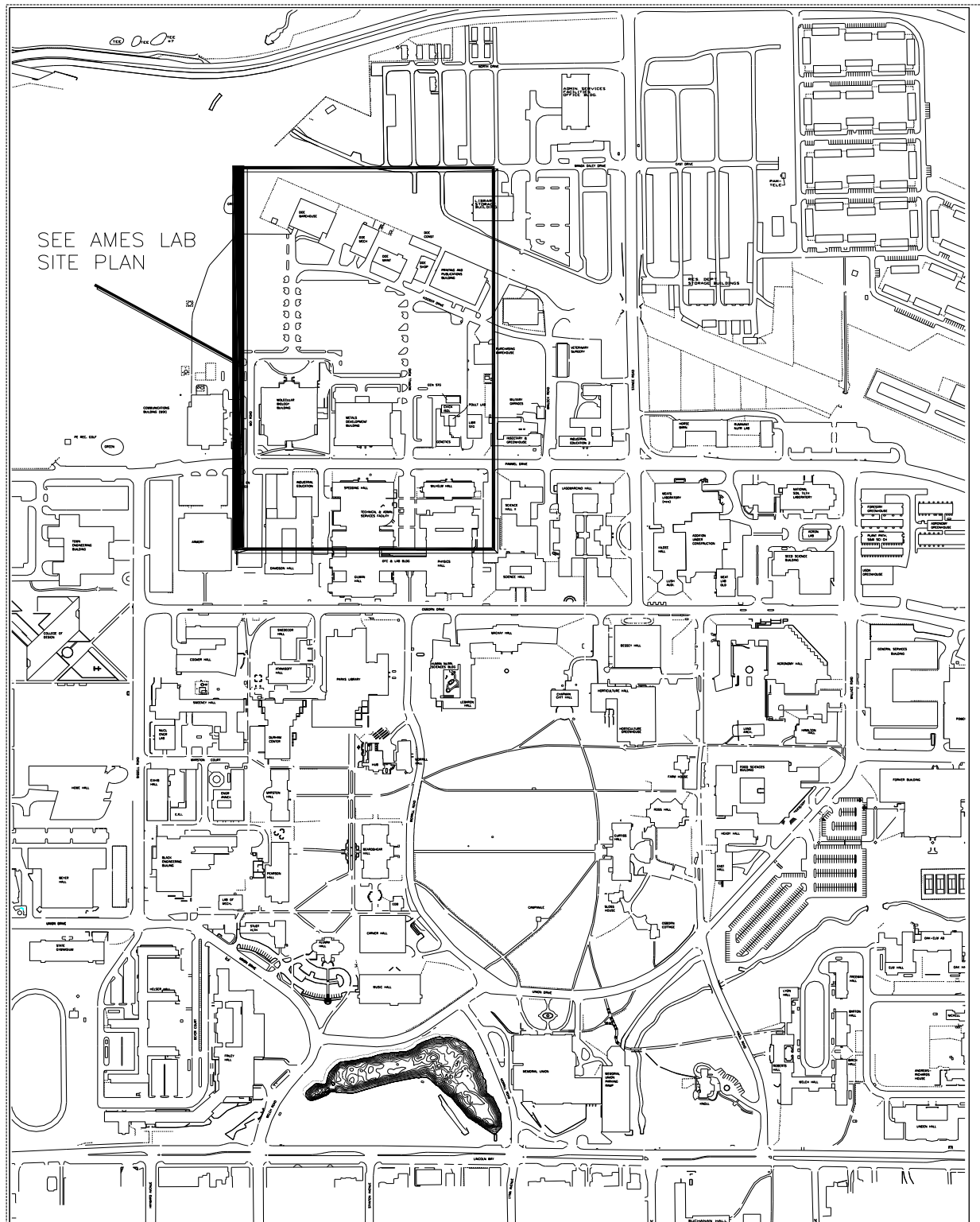


Figure 1. Iowa State University Central Campus Map

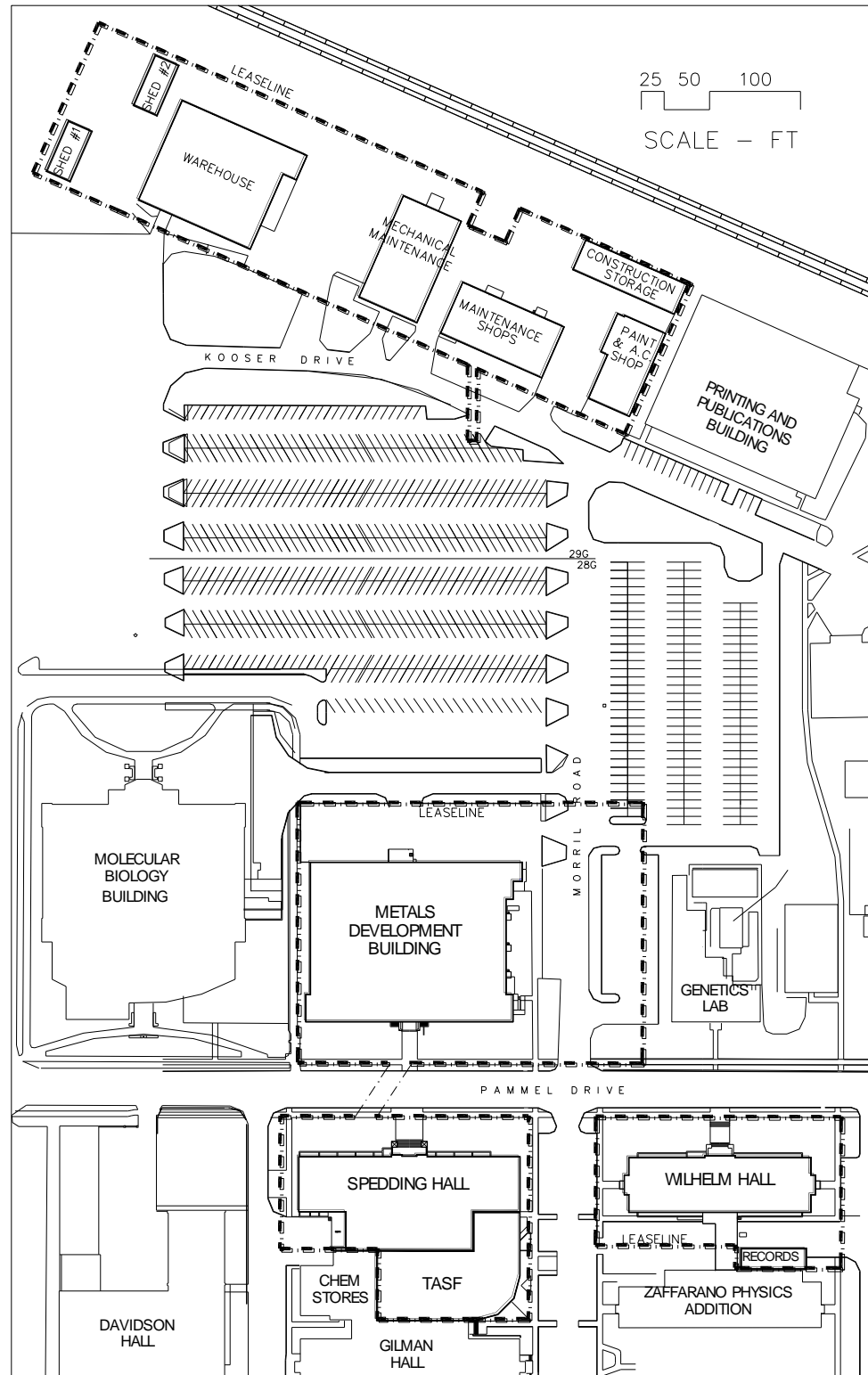


Figure 2. Ames Laboratory Site Plan